

## CHANGES TO CATEGORY E AND CATEGORY F FEE GENERATING APPOINTMENT LISTS

The Probate and Family Court is responsible for ensuring that qualified persons serve as guardians *ad litem* (GALs) in important and sensitive cases. To meet this responsibility, we are implementing changes to the application and approval process for those interested in participating as appointees from the Category E and Category F fee generating appointment lists.

### **APPLICATION PROCESS FOR THOSE CURRENTLY ON THE CATEGORY E and/or CATEGORY F FEE GENERATING APPOINTMENT LIST, WHO WISH TO CONTINUE TO BE ELIGIBLE FOR APPOINTMENTS**

- Please complete and submit the REAPPLICATION along with the required supporting documentation to the Administrative Office of the Probate and Family Court.
- All application forms for REAPPLYING applicants are identified as Version B on the bottom of both pages of the form. All applications can be found on the Probate and Family Court website at: <http://mass.gov/courts/court-info/trial-court/pfc/pfc-fee-appointments-gen.html>
- ***To be eligible for appointment as of July 1, 2016, applications must be received by January 31, 2016.***
- Choose:
  - Category E – Clinician: Reapplication
  - Category F – Attorney: Reapplication
  - Category F – Clinician: Reapplication
- The “Reapplication” requires information regarding three private pay GAL appointments and three GAL appointments where the GAL was paid by the Commonwealth at the hourly rate set by the Trial Court.
- Upon approval, applicants will be added to the list in those divisions within which s/he chooses to serve.
- The appointment to the Category E and/or Category F list will extend for five (5) years.
- Those who have been on the list fewer than (5) five years as of December 31, 2015 are required to attend the mandatory court-approved half-day training offered annually by the Probate and Family Court and provide proof of attendance at that program. You must attend the half-day training offered by the Probate and Family Court for a total of five (5) years. After that, you may attend the mandatory court-approved half-day training offered by the Probate and Family Court annually, or, twelve (12) hours of court-approved training offered elsewhere. For example, if you have been on the E or F Fee Generating List for two years as of December 31, 2015 during which you have attended the program offered by the Probate and Family Court annually, you must attend this program for three additional years. At that time you will then have the option of attending court-approved training elsewhere.
- Those who have been on the list five (5) years or longer as of December 31, 2015 are required to provide proof of attendance, annually, at the mandatory court-approved half-day training offered by the Probate and Family Court, or, at twelve (12) hours of court-approved training offered elsewhere.
- Training will include biannual Domestic Violence and Sexual Violence training as required by G. L. c. 211B, § 9B.
- There will be no exceptions.

**If possible, please submit your application electronically**, and questions may be directed via e-mail, to Attorney Jocelyne Deborah Welsh at [jocelyne.welsh@jud.state.ma.us](mailto:jocelyne.welsh@jud.state.ma.us)